

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: June 10, 2025

Item Details

Presenter(s): Karen Spurlin, Interim Director

Department(s): Human Resources

Requested Motion

Motion to approve the Fiscal Year 2025-26 Pay Grades and Salary Ranges for the Town's Pay and Classification Plan.

Approval Recommended?

Yes

Item Details

This motion is to request approval of the attached FY2026 Grades and Salary Ranges for the Town's Pay and Classification Plan. The FY26 salary ranges have been increased by two (2) percent to make necessary market adjustments so that the Town can remain competitive in recruitment and retention efforts.

Additionally, the Human Resources Department conducted their annual position analysis review of 1/3 positions and this year was all administrative positions. The recommendations were presented and unanimously recommended by both the Finance and Personnel Committees during their joint meeting on April 17, 2025. Funding was included in the approved operating budget for Fiscal Year 2025-2026.

Attachments

- CN10-A1: Pay and Classification Plan and Job Ranges
- CN10-A2: Staff Memo - Pay and Classification Plan Fiscal Year 2025-26

